

On Tuesday, March 10, 2020 at 6:00PM Mayor Fries-Seip opened the Council meeting with a word of prayer, and the Pledge of Allegiance to the flag was then recited by those present.

The regular meeting of the Council for the Village of Monroeville was then called to order.

Present at roll call:      Bob Whitacre                      And:      Melissa Fries-Seip, Mayor  
                                 Craig Franklin                      Bonnie Beck, Fiscal Officer  
                                 Chris Raftery                      Tom Gray, Administrator  
                                 Sam Wiley  
                                 Sue Rogers (present at 6:57PM)

Also attending: Lt. Troy Kimball, Don Clark, Daniel Clinker and his two sons.

#### **EXCUSAL OF COUNCIL MEMBER**

With Mark Rupp's contact with the Mayor, the Mayor asked for a motion to excuse Mark from the meeting. Sam Wiley made the motion, seconded by Craig. Motion carried with no discussion.

The February financial reports and bank reconciliations were previously distributed to Council via email.

#### **APPROVAL OF AGENDA**

Mayor Fries-Seip asked for Council's approval of the agenda. Sam Wiley made the motion, seconded by Chris Raftery. Motion carried with no discussion.

#### **DISPOSITION OF MINUTES**

Craig Franklin made a motion, seconded by Sam Wiley, to approve the minutes of the February 11, 2020 regular Council meeting as presented. Motion carried with no discussion.

#### **APPROVAL OF FEBUARY FINANCIAL REPORTS**

Chris Raftery made a motion, seconded by Sam Wiley, to approve the February 2020 financial reports as presented. Motion carried with no discussion.

#### **OPPORTUNITY FOR THE PUBLIC TO ADDRESS COUNCIL**

Christian Clinker introduced himself to Council, and proceeded to tell them that as a Troop 239 Eagle project, he would like to replace 2 benches at Commons Park that are currently in bad shape. He passed around a few pictures to show the condition of the benches. He said the benches would cost around \$135 each. He would also like to plant 4 Hostas at \$38 and 6 other plants around the memorial for about \$48, and on the backside plant a white dogwood at \$125. He will weed and re-do the mulch around the center monument and the gazebo, for about \$144 for 3 yards. With the assistance of his troop, he will try to have all this completed before the Memorial Day weekend. Christian said the funding will come through the American Legion. Tom Gray offered the help of village employees, and suggested that Christian reach out to Sue Long, too. The Mayor asked if there was anything the Village needed to do, and Christian gave her a document to sign for approval of the project, adding that a final inspection by the Village will be needed once the project has been completed.

#### **ADMINISTRATIVE REPORTS**

Administrator - Tom shared that ODOT and PDG have been contacted about potentially installing a crosswalk at Clark Park paid 100% through the Governor's safety grant initiative. This would coincide with the 2020-21 Rt 20 resurfacing project. The crosswalks at St Joe's and the local school would also be enhanced with cross hatches. Separately, a guard rail will be installed along a portion of the front area of Clark Park. Tom asked for Council's consideration on several items, for which the Mayor will ask for motions. Fiscal Officer - Bonnie presented the following requisitions for Council's approval:

1) Power Services - \$9100, for the transformer oil cleaning at the Herbert substation; 2) Power Services - \$19,100, for the annual testing and inspections on both substations and on the system's equipment; 3)

Brownstown Electric -\$5613 for stock poles and transformer pads; 4) Power Line Supply - \$17,085.48 for the Herbert substation tie switch, 20 light arms for Rt 20 and various locations, and a 37.5 kVa padmount transformer for a new service; 5) Excellence Opto Inc. - \$14,525 for street and area lighting upgrades; 6) Main Lite Electric - \$48,982 for 2020 system repairs and installations; 7) Power Services - \$4600 installation and programming of a new controller at the Herbert substation. Sam Wiley made a motion, seconded by Bob Whitacre, to approve the requisitions as presented. Motion carried with no discussion. Bonnie shared the choices we have on the proposed use of **10 Monroe Street** in response to the application for the Huron County Land Use Bank. Bob asked if we have a reason why we would want to acquire the building, and Tom replied that it would help with the revitalization of the downtown area. The Metals for Moms group is still interested in renovating it and taking over ownership. It would be the most efficient way to turn the property into a good situation. The Mayor asked if the intent would be not-for-profit. Discussion. Chris asked if we would have to go out for bid to sell the building, and Bonnie replied that we would have to because it would be a public property. Bob said he's not excited about the taking of property that's been vacant for so long, as we could be acquiring all kinds of problems. It was determined that no one knows what kind of shape the building is in. Chris said she would like to see Council in control of its future. Tom was asked if we would have a written agreement with Metals for

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Moms, and he said we would. He noted that it would be in their best interest to fix it up quickly to create a revenue stream. Chris Raftery made a motion, seconded by Craig Franklin, to proceed with the application for acquiring this property with the proposed use as not-for-profit. Motion carried with no further discussion. Bonnie informed Council that Ann had a cardiac arrest on Saturday and would be missing work until she recovers. She assured everyone that Ann was already home and doing well. She also shared that the part-time person, Heather Alicea, had started in the office and seems to be fitting in quite well. Bonnie then asked if Council would consider moving the work session to the 26<sup>th</sup>, preceded by a Special Council meeting to pass the 2020 budget. No one objected to that request. Mayor Fries-Seip noted that the newsletter was in process, and asked if anyone would be willing to help get the newsletter together for mailing. Police- Lt. Kimball stated that the Chief was in Florida for a conference. Bonnie stated that Council approved the sale of Remington shotguns at their December meeting, and asked if they had any success in doing that. Lt. Kimball said they have not. Mayor – Mayor Fries-Seip referred to Tom's report, and asked for motions for his action items. Chris Raftery made a motion, seconded by Sam Wiley, to approve the **increase in the transformer capacity** at St. Joe's from 150 kVa to 300 kVa, at no cost to St. Joe's. Motion carried with no discussion. Sam Wiley made a motion, second by Chris Raftery, to authorize the Village Administrator to prepare and submit a PY2020 Community Development Allocation Program application in support of the **South Main Street /Peru Center Rd S water line** replacement project. Motion carried with no discussion. The project cost is \$100,000 and would fit the grant criteria. Sam Wiley made a motion, seconded by Craig Franklin, to approve the acquisition of **10 Monroe St** from the Huron County Land Bank and authorize the Fiscal Officer to submit the application. Motion carried with no discussion. Sam Wiley made a motion, seconded by Chris Raftery, to authorize the Village Administrator to submit a Trench Safety Grant application to the OBWC for the procurement of a **new trench box**. Recognized as a 4-1 matching grant. Motion carried with no discussion. Chris Raftery made a motion, seconded by Sam Wiley, to authorize the Village Administrator to submit an application for Safety Intervention Grant funds from the OBWC for the procurement of a new **water valve exerciser**, recognized as a 3-1 matching grant. Motion carried with no discussion. Tom noted that the OBWC action items will wrap up the available funding from the original \$40,000 grant.

#### **BOARD/COMMISSION REPORTS**

Bob reported that the HRJFD Board met on March 4<sup>th</sup>. There were 5 calls in February. The new pumper was discussed. After a lots of discussion, it was determined that the NCEMS will not be housed at the fire department. Mr. Clinker interjected that they are trying to get enough crews to run the ambulance. Tom stated that the Street Dept. crew cleaned and painted a bay at the Williams St building to house the ambulance. There is enough room for a small crew to rest without causing a hardship or a challenge for our employees. He noted that there were 18 runs up to yesterday in the Village and only 2 in the township.

The subordinate issue will now be the levy money sitting "in the pot". The Village residents pay for part of the levy (it's a 60/40 split) so part of that money belongs to the Village. There are issues that will need to be wrestled out. Shade Tree Commission - Craig reported that the STC met on February 23<sup>rd</sup> and discussed the Arbor Day event for next month. They will be planting 2 trees, and are asking if the Scouts could participate in the event. Mr. Clinker said they would love to help. He was advised to contact Sue Long.

#### **ORDINANCES/RESOLUTIONS FOR SECOND READING**

**RES 2020-04** A Resolution authorizing the Mayor and Fiscal Officer to enter into an agreement with James C. Barney, Esq, for the legal counsel services as a Solicitor for the Village of Monroeville was presented for second reading. No discussion.

**ORD 2020-01** An Ordinance repealing Ordinance 2004-32 and Ordinance 2009-08 regarding the establishment of the Shade Tree Commission for the Village of Monroeville was presented for second reading, No discussion.

While waiting for Sue Rogers to arrive, the Mayor asked Council to proceed with the agenda items with the exception of legislation for passage.

#### **APPROVAL OF BILL SUMMARY**

The bill summary that included memo expenses and check #041876 to #041959 for a total of \$482,495.31 was presented to Council for approval. Chris Raftery made a motion, seconded by Sam Wiley, to approve the bill summary as presented. Motion carried with no discussion.

#### **COUNCIL BUSINESS**

Craig stated that he will be attending the next Firelands Rails to Trails meeting, and will take notes to keep us apprised of their activity. Chris stated that she had reached out to Kathy Olak regarding the feasibility of a **dog park**. The Huron County Humane Society runs their dog park, which is fenced in with 2 gates and available water. Users are required to have a contract, dogs have to have their shots kept up, and the rules are reviewed annually. Bonnie noted that she had done an email blast and received several responses that she will copy and share with Council. The Mayor asked about liability, and Chris wondered if we would have enough staff to maintain the dog park. It was suggested that we reach out to the Humane Society to make sure we would be functioning and maintaining the records ok. Mayor Fries-

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Seip suggested that maybe a community group rather than an individual could oversee the program. Chris recommended looking at our available property to find the right spot. Craig informed Council that the week of March 22-28 was severe weather awareness week, and the statewide tornado siren drill will be heard on March 25<sup>th</sup> at 9:50AM. Tom assured Council that the tornado sirens were regularly maintained on an annual basis. Tom announced that tomorrow a water line valve will be replaced at the corner of Milan Ave and Hamilton St. They will be installing an inserta valve so that the shutting off of water to 80+ customers and having to do a boil advisory could be eliminated. About 9 residents will have a temporary interruption of service when the valves are closed to isolate the area. The boil advisory for that handful of people should be lifted by Thursday afternoon. Bob mentioned the email that they received regarding a camera- captured speeding citation. Discussion.

Sue Rogers present at 6:57PM. Sam Wiley made a motion, seconded by Craig Franklin, to suspend the rules for the following legislation. Motion carried with no discussion.

#### **ORDINANCES/RESOLUTIONS FOR PASSAGE**

**ORD 2020-02**

#### **CODIFIED ORDINANCES**

An Ordinance approving the recodification, editing and inclusion of certain ordinances as parts of the various component codes of the codified ordinances of Monroeville, Ohio and declaring an emergency was

presented for passage. Chris Raftery made a motion, seconded by Sam Wiley, to pass Ordinance 2020-02 by title only. Motion carried with no discussion.

**ORD 2020-03**

**OMAC APPLICATION**

*An Ordinance authorizing the Village's participation in the Treasurer of Ohio's Market Access Program; authorizing the preparation and filing of an application for that program and the execution and delivery of a standby note purchase agreement with the Treasurer, and other necessary and appropriate documents, and declaring an emergency was presented for passage. Sam Wiley made a motion, seconded by Craig Franklin, to pass Ordinance 2020-03 by title only. Motion carried with no discussion.*

**RES 2020-05**

**NEW POLICE CRUISER LOAN**

*A Resolution authorizing the Mayor and Fiscal Officer to sign any and all documents necessary to fund the acquisition of a new cruiser for the Monroeville Police Department, and declaring an emergency was presented for adoption. Sue Rogers made a motion, seconded by Sam Wiley, to adopt Resolution 2020-05 by title only. Motion carried with no discussion.*

**RES 2020-06**

**ODOT RT 20 RESURFACING**

*A Resolution authorizing the Mayor and Fiscal Officer to enter into contracts with the Director of Transportation for the 2021 US 20 resurfacing project, and declaring an emergency was presented for adoption. Chris Raftery made a motion, seconded by Sam Wiley, to adopt Resolution 2020-06 by title only. Motion carried with no discussion.*

**RES 2020-07**

**OMU FOR OPIOID LITIGATION**

*A Resolution authorizing the Village Solicitor to accept the One Ohio Memorandum of Understanding regarding the pursuit and use of potential opioid litigation settlement funds, and declaring an emergency was presented for adoption. Sue Rogers made a motion, seconded by Chris Raftery, to adopt Resolution 2020-07 by title only. Motion carried with no discussion.*

**RES 2020-08**

**WATER METER REPLACEMENT**

*A Resolution authorizing the Mayor and Fiscal Officer to enter into a contract with Poggemeyer Design Group for the Water Meter Replacement Program, and declaring an emergency was presented for adoption. Sam Wiley made a motion, seconded by Sue Rogers, to adopt Resolution 2020-08 by title only. Motion carried with no discussion.*

**RES 2020-09**

**BROAD STREET SANITARY SEWER**

*A Resolution authorizing the Mayor and Fiscal Officer to enter into a contract with Poggemeyer Design Group for the Broad Street Sanitary Replacement Project, and declaring an emergency was presented for adoption. Sue Rogers made a motion, seconded by Craig franklin, to adopt Resolution 2020-09 by title only. Motion carried with no discussion.*

**RES 2020-10**

**7L CONTRACT FOR MILAN/RIVER RESURFACING**

*A Resolution authorizing the Mayor and Fiscal Officer to enter into a contract with 7LConstruction for the River Road/Milan Avenue Street Resurfacing Project, and declaring an emergency was presented for adoption. Chris Raftery made a motion, seconded by Bob Whitacre, to adopt Resolution 2020-10 by title only. Motion carried with no discussion.*

**EXECUTIVE SESSION**

Sam Wiley made a motion, seconded by Sue Rogers, to adjourn to executive session for the purpose of discussing the employment of a public employee. Motion carried with no discussion. The meeting adjourned to executive session at 6:59PM with Don Clark being invited to attend. The meeting reconvened at 7:12PM.

Chris Raftery made a motion, seconded by Craig Franklin, to hire Alex Hoyt as the operator-in-training for the Water/Wastewater Dept at \$14/hr. starting at the earliest time after he gives notice to his current employer. Motion carried with no discussion. Sam Wiley made a motion, seconded by Sue Rogers, to suspend the rules for **Ordinance 2020-04**. No discussion. Motion carried with no discussion. Sam Wiley made a motion, seconded by Sue Rogers, to pass Ordinance 2020-04 regarding Section 10 wages by title only. Motion carried with no discussion. Bonnie asked for Council approval to pay for Sam Wiley to attend the new Council Member training in April. Craig Franklin made the motion, seconded by Chris Raftery, to approve the expenditure. Motion carried with no discussion.

#### **ADJOURNMENT**

There being no other business to come before them Craig Franklin made a motion, seconded by Sue Rogers, to adjourn. Motion carried with no discussion. The meeting adjourned at 7:15PM.

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Bonnie Beck, MMC, Fiscal Officer

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Melissa M. Fries-Seip, Mayor

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